



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 15, 2019
AT 7:00 PM
COUNCIL CHAMBERS
3rd fl. PUBLIC SAFETY BUILDING**

Page #

AGENDA

- 1. CALL TO ORDER**
- 2. OPENING CEREMONY**
- 3. SWEAR IN CEREMONY FOR NEWLY ELECTED OFFICIALS**
- 4. APPOINTMENT OF MAYOR AND VICE MAYOR**
- 5. ROLL CALL**
 - A. Council Members Present
 - B. Administration Present
- 6. APPROVAL OF MINUTES**
 - A. September 17, 2019 – Regular Meeting Minutes
 - B. October 8, 2019 – Special Meeting Minutes
- 7. APPROVAL OF REGULAR MEETING AGENDA**
- 8. MAYOR'S REPORT**
 - A. Mayor Report
 - B. Vice Mayor Report
- 9. MANAGER'S REPORT**
 - A. City Manager and Director Reports – Jim Hunt
- 10. COMMISSION/COMMITTEE REPORTS**
 - A. Planning Commission
 - B. Port & Harbor Commission
 - C. Parks & Recreation Committee
 - D. Whittier Community School
 - E. Prince William Sound Aquaculture Corp.
 - F. Regional Citizen's Advisory Council
- 11. CITIZEN'S COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**
- 12. APPROVAL OF THE CONSENT AGENDA**

None
- 13. PUBLIC HEARINGS (NON-ORDINANCE)**

None

- 45 **14. PRESENTATIONS**
 Prioritizing the Health and Safety of Whittier – Amanda Sassi
- 15. ORDINANCE**
 None
- 16. RESOLUTIONS**
- 47 A. Res. #29-2019(A) – A Resolution of the City Council of the City of Whittier, Alaska, approving the appropriation of an amount not to exceed \$100,000.00 from the General Fund for the purpose of contracting with an Engineering Firm to create an application for Marine Infrastructure grant funding.
- 48 B. Res. #30-2019 A Resolution Of The City Council Of The City Of Whittier, Alaska, directing the City Clerk to destroy the ballots, ballot numbers, tally sheets, certificate of persons voting, return envelopes, and nomination petitions from the October 2, 2018 Regular Municipal Election
- 49 C. Res. #31-2019 – A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to accept an offer for fair value compensation for the City’s interest in the Whittier Manor Condominium Association Lease
- 17. EXECUTIVE SESSION**
 None
- 18. UNFINISHED BUSINESS**
 A. Harbor Phase 3 Construction
 B. Whittier City Park Design
- 19. NEW BUSINESS**
 A. Appointment of Commission Members
53 1. Ed Hedges – Planning and Zoning, Seat C
54 2. Mark Mitchell – Port and Harbor, Seat E
 B. Public Safety Department Insight – Mark Hager
 C. Notification of Water/Wastewater Rate Increase
- 20. COUNCIL DISCUSSION**
- 21. CITIZEN’S DISCUSSION**
- 22. COUNCIL AND ADMINISTRATION’S RESPONSE TO CITIZEN’S COMMENTS**
- 23. ADJOURNMENT**

SHORT TERM GOALS

- ~~1. City Manager Contract~~
~~2. Prepare Initial Budget~~
~~3. Marketing Possibilities for P 12 Building~~
~~4. "State of the City" Presentation by CM~~
~~5. 2017 Audit report~~

MEDIUM TERM GOALS

1. Admin Policy Outline (draft)
2. Future Land Use Development Plan
3. Final Budget (True up)
~~4. Delong Dock Enterprise Fund (Creation)~~
5. Girdwood Police Contract (Proposal)



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**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY SEPTEMBER 17, 2019
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Daniel Blair called the meeting to order at 7:00 p.m.

2. OPENING CEREMONY

Mayor Daniel Blair led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum: Peter Denmark, Monty Irvin, Victor Shen, Debra Hicks, Dave Dickason, and Daniel Blair.

MOTION: Dave Dickason made a motion to excuse David Pinquoch from tonight's meeting

SECOND: Peter Denmark

DISCUSSION: None

VOTE: Motion passed unanimously

B. Administration Present:

Jim Hunt, City Manager

Naelene Matsumiya, City Clerk

Kristin Erchinger, Finance Director

Scott Korbe, Director of Public Works

Joe DaCruz, Interim Harbormaster

Andre Achee, Interim Police Chief

Amy Pantaleon, Office Assistant

Holly Wells City Attorney

Others Present: Tim Wieland, Greg Clifford, Alexandra Matsumiya, Delora Fuata, and Mathias Dolner (sp?)

4. APPROVAL OF MINUTES

August 20, 2019 Regular Meeting Minutes and August 29, 2019 Special Meeting Minutes

MOTION: Dave Dickason made a motion to approve the minutes as they are.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF THE REGULAR MEETING AGENDA

MOTION: Dave Dickason made a motion to approve the September 17, 2019 Regular Meeting Agenda with amendments to add Worksession Scheduling for Water/Wastewater Tariff rates under New Business and to move Presentation item to 5a.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion to adopt the amended agenda passed unanimously.

5a. PRESENTATIONS

Altman Rogers FY 2018 Audit Report – Joe Bergene

Joe Bergene gave a findings presentation on the City of Whittier's 2018 financial audit.

Answered questions from Council Members.

6. MAYOR'S REPORT

A. Mayor Report

Dan welcomed Kris Erchinger. Stated he was thrilled to have her on board.

B. Vice Mayor Report

Peter Denmark made some comments about the upcoming election. Advised the community to meet their Council candidates. Reminded everyone to vote.

7. MANAGER'S REPORT

A. City Manager's Report- Jim Hunt

Jim reported on:

Harbormaster's installation of Air Quality monitor.

Damage at Smitty's Cove

Dan asked Holly about EMS services on the cruise ships. Holly responded.

B. Directors Report Through the City Manager

Directors answered question from the Dias.

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Nothing new to report

B. Port & Harbor Commission

Nothing new to report

C. Parks & Recreation Committee

Committee spoke during New Business

D. Whittier Community School

Tim Wieland gave an update on the trainings for project-based learning. Stated that he was happy to see the school's facility being utilized by the community and reported that the hiking club is doing well. Relayed EAC meeting date and updated on school's enrollment.

E. Prince William Sound Aquaculture Corp.

Nothing new to report

F. Regional Citizen's Advisory Council

Nothing new to report

9. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

None

10. APPROVAL OF CONSENT CALENDAR

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

None

12. PRESENTATIONS (Item was Moved to 5a)

13. ORDINANCES

None

14. RESOLUTIONS

15. EXECUTIVE SESSION

A. Delong Dock and Master Lease negotiations update – Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the corporation; AS 42.40.170 (1)

MOTION: Dave Dickason made a motion to enter into Executive Session to discuss the topic stated above.

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Motion to enter into Executive Session passed unanimously.

Council entered into Executive Session at 7:43pm

MOTION: Dave Dickason made a motion to exit Executive Session and resume Regular Meeting

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion to exit Executive Session passed 4-1.

Synopsis: Briefed of the Delong Dock and other Master Lease elements and direct City Attorney to follow up as directed by City Council

Council exited Executive Session at 8:13 pm

16. UNFINISHED BUSINESS

A. Harbor Phase 3 Construction

Item was not discussed

17. NEW BUSINESS

A. Schedule Special Meeting to certify Election

MOTION: Dave Dickason made a motion to schedule a Special Meeting to certify the Election on October 8, 2019 at 6:00 pm

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion to schedule a special meeting to certify the election passed unanimously.

B. Reschedule November Regular Meeting

Naelene reported that the November Regular Meeting will fall during the week the Alaska Municipal League (AML) is holding their Annual Local Government Conference in Anchorage. She urged Council Members to attend and predicts that if so, a quorum will not be available for that date. Council agreed to move the Regular Meeting a week beforehand.

MOTION: Dave Dickason made a motion to reschedule the November Regular Meeting to November 12, 2019 at 7:00 pm.

SECOND: Peter Denmark

DISCUSSION: None

VOTE: Motion to reschedule November Regular Meeting passed unanimously

C. Discussion Topic: Whittier Park Design

Jim reported on his meetings with the Parks and Recreation Committee and Scott. Discussion ensued and Council directed the City Manager to continue research, consult proper channels, and relay information back to the Dias.

D. Schedule Water/Wastewater Tariff Rates Worksession

Scott gave a brief update on the Water/Wastewater rates as they currently are. Asked Council to schedule a worksession to discuss the rates further. Council agreed to schedule the worksession at 5:00 pm, before the Election Certification Special Meeting.

MOTION: Dave Dickason made a motion to schedule a worksession to discuss the water/wastewater tariff rates for October 8, 2019 at 5:00 pm.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion to schedule worksession passed unanimously

18. COUNCIL DISCUSSION

Council Discussed the following:

Clarification on Delong Dock/Master Lease

The use of the word "Corporation" for Executive Session items

Comprehensive Plan

Fire Apparatus update (Andre Achee answered questions from the Council)

Master Development plan

19. CITIZEN'S DISCUSSION

None

20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

None

21. ADJOURNMENT

Council adjourned the meeting at 9:11

ATTEST:

Naelene Matsumiya
City Clerk

Mayor



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**WHITTIER CITY COUNCIL
SPECIAL MEETING
TUESDAY, OCTOBER 8, 2019
6:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Vice Mayor Peter Denmark called the meeting to order at 6:02 p.m.

2. OPENING CEREMONY

Vice Mayor Peter Denmark led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum: Peter Denmark, Dave Dickason, Monty Irvin, Debra Hicks, and David Pinquoch

B. Administration Present:

Jim Hunt, City Manager
Naelene Matsumiya, City Clerk,
Kristin Erchinger, Finance Director
Scott Korbe, Public Works Director
Dyanna Pratt, Executive Assistant
Amy Pantaleon, Office Assistant

C. Public Present: Greg Clifford, Alexandra Matsumiya, Anna Dickason, Cathy McCord, Maria Burke, Arnie Arneson, Charlene Arneson, and Mathias Dolner (sp?)

4. APPROVAL OF THE SPECIAL MEETING AGENDA

MOTION: Dave Dickason made a motion to approve the Special Meeting Agenda with amendments to move New Business to 4a and add "Canvassing of Election" underneath.

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

4a. NEW BUSINESS

A. Canvassing of Election

The Election Canvass Board emptied the ballot box, counted the ballots and tallied votes that were cast during the Early-Absentee voting period before the Council. Please see Official Election Results in original packet.

5. RESOLUTIONS

A. Res. #28-2019 – A Resolution of the Whittier City Council Certifying the results of the October 1, 2019 Regular Election

MOTION: David Pinquoch made a motion to adopt Res.#28-2019

SECOND: Debra Hicks

DISCUSSION: None

VOTE: Passed unanimously

B. Res. #29-2019 – A resolution of the City Council of the City of Whittier, Alaska approving the appropriation of \$100,000.00 from the Harbor Reserve Fund for the purpose of contracting with an Engineering Firm to create an application for Marine Infrastructure grant funding

MOTION: Dave Dickason made a motion to adopt Res. #20-2019

SECOND: Debra Hicks

DISCUSSION: Jim updated the Council on what to expect from the application. Council addressed their concerns on the intended use of the Harbor fund and the possibility of developing a Port Authority in Whittier. Council discussed at length and agreed to postpone the Resolution to the next regular meeting with language amendments changing Harbor Reserve Fund to General Fund and inserting a “Not to exceed...”

VOTE: No vote was taken

Original motion to adopt failed.

MOTION: David Pinquoch made a motion to postpone Res. #29-2019 to the next Regular Meeting with amendments

SECOND: Dave Dickason

DISCUSSION: None

VOTE: Motion passed unanimously

6. NEW BUSINESS (Item moved to 4a)

7. COUNCIL DISCUSSION

Council discussed the following:

Commended Election Officials

Election Day posting discrepancy

8. CITIZEN’S DISCUSSION

None

9. COUNCIL AND ADMINISTRATION’S RESPONSE TO CITIZEN’S COMMENTS

None

10. ADJOURNMENT

All were in favor of adjourning the meeting at 7:02 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Mayor

City Manager Report
October 15, 2019

Teleconference with the city attorney

Teleconference with the state lobbyist

Teleconference with the federal lobbyist

Scott, our lobbyist, and I met with the DOT Commissioner regarding Shotgun Cove progress

PWS Economic Development meeting postponed

We are working diligently with the Alaska Emergency Management representative and are completing necessary documents regarding earthquake damage suffered last September

Attended the first Alaska Defense Communities Conference. Some topics covered:

1. Installation Resiliency: Energy, Utilities, and Infrastructure
2. Role of Defense Communities
3. Roles of communities in a military economy

Finalizing Memorandum of Understanding with Whittier Seafoods for snow removal and access

Budget work progressing well

Met with citizens

The P-12 replat has been registered. We should be closing soon.

Resolution for accepting Whittier Manor funds from lease/sale transfer completed

MEMORANDUM:

Date: October 10, 2019

To: Council Members

cc: Jim Hunt, City Manager & Annie Reeves, Assistant City Manager

From: Naelene Matsumiya
City Clerk

Re: Election of Mayor / Vice Mayor

Memo: To refresh your memories this is the procedure Council used in the previous mayor/vice mayor elections.

Before the election, Council must set forth, by motion, how it wishes to nominate and vote for its mayor and vice mayor. This will be a procedure for this Council only and will need to be re-established with every new Council. (This procedural motion may be circumvented in the future by including this procedure in the code via the ordinance process).

After nominations the Council has in the past voted either by ballot or voted unanimously out loud.

A possible procedure for nomination and ballot voting would be as follows based on Alaska Statutes and Roberts Rules of Order.

- A. The Chair calls for nominations from the floor (Council).
- B. Council members make nominations for mayor. One nomination per person
- C. The Chair acknowledges each nomination and asked if there are any other nominations. When there are no other nominations, the Chair closes the nominations.
- D. Blank ballots can be distributed to the Council member to write the name of the candidate they wish to vote for. You may also vote for someone who was not nominated. The ballots are given to the Clerk, counted, and the results stated by the Clerk. A majority of the governing body (4 votes) must be achieved for a candidate to win the election. If a majority is not achieved, ballot voting will continue in the same manner until a majority is achieved. All nominations remain on the ballot for every vote. No one is ever dropped from the ballot because they received the lowest number of votes.

Thank you.



OFFICIAL ELECTION RESULTS

CITY OF WHITTIER GENERAL ELECTION OCTOBER 1, 2019

City Council Seat "B"

Three Year Term ending in October 2022

	Total Votes	% of Votes
WAGNER, Thomas M	62	56.9%
BLAIR, Dan	45	41.3%

City Council Seat "C"

Three Year Term ending in October 2022

DICKASON, Dave	74	67.9%
SCHOFIELD, Dave	33	30.3%

City Council Seat "G"

Three Year Term ending in October 2022

HICKS, Debra	77	70.6%
ENSMINGER, Barbara A	25	22.9%

Subscribed and sworn to before me
this 10th day of October 2019

Brenda Tolman
Notary Public

My Commission Expires May 7, 2020



Statistics:

- Ballots Cast/Issued: 94 | Early-Absentee: 13 | Absentee By-Mail: 3 | Questioned: 4 | Special Needs: 0 | Spoiled Ballots: 1
- Official results include votes tallied during the Canvassing of the Election.

To: City Council
Thru: Jim Hunt, City Manager
From: Kris Erchinger, Finance Director *me*
Date: October 9, 2019
RE: September Finance Report



The contracted CPA firm is available for questions but all work previously contracted out with the firm has been transitioned in-house. Staff is working to catch up on all payables, preparing for the 2020 Budget, identifying and correct mis-classifications of transactions in the harbor and EMS, addressing long outstanding issues with the Internal Revenue Service, and responding to a compliance review from the US Department of Labor.

Annual Audit and 2018 Financial Statements

Joe Bergene of Altman, Rogers & Co. presented the 2018 annual audited financial statements to the City Council on September 17. Unfortunately, the auditors were unable to bring the hard copy financials to the meeting as anticipated, due to a delay at the printers. Electronic copies of the financial statements were made available to the Council prior to the auditor's presentation. Hard copies are available through the Clerk's office for any Council member who has not received one. The public is also invited to request a copy by e-mailing finance@whittieralaska.gov.

2020 Budget

A REVISED 2020 Budget Calendar is included in the packet to reflect the City Council's request for an initial Budget Kick-Off Work Session to be held November 12. The calendar currently allows for the budget to be passed well before year-end, with two budget work sessions and two additional public hearings. Council is welcome to suggest additional meetings as necessary, to ensure full public participation. Finance has provided department heads with Operating Budget historical detail, updated with 2018 Final Actual Data and 2019 Actuals through September 30, as well as Capital Budget Request Forms and instructions to prepare requests for the upcoming 2020 budget. The administration will review the current 2019 Budget in the next few weeks to determine whether a budget amendment will be requested for the current budget year.

Grants

Staff is working to finalize the grant reporting related to the USDA Forest Service Horsetail Falls Gate and Parking Lot Improvement project no. 17-DG-11100410-033.

The contractor working on the 18 November Cook Inlet Earthquake Disaster project damage assessment for project no. AK-18-265, has been to Whittier to conduct damage assessments, and staff is working with the State of Alaska Department of Homeland Security Division of Military and Veterans Affairs, to provide required documentation and cost estimates.

The finance director is working with EMS Staff to prepare to accept the FEMA Assistance to Firefighter's Grant awarded to the City on September 6, 2019 in the amount of \$45,714.28.

Accounting Transition

The finance director is working with the city manager to strengthen internal controls and develop policies and procedures to ensure proper segregation of duties, proper authorizations for bank transactions and City expenditures, with the goal of minimizing opportunities for fraud and/or material misstatement of financial transactions. To date, we have established that all purchases are being approved by the department head, finance director and the city manager, prior to payment. Despite a small staff, we are working to ensure that the individuals who cut physical checks are not involved in the check approval process at any level, to ensure maximum segregation of duties. Likewise, those who have authority to approve payments, do not have access to physical check stock in order to print checks. This makes it impossible for a single individual to enter a bill for payment and print the check, which is a best practice for internal controls around payments.

The finance director has asked that the city manager discuss with Council, the possibility of eliminating the process of manual check signing to improve efficiency and timeliness of payments. Currently, checks are being held up from mailing, awaiting approval by a city council member and in some cases, results in staff repeatedly having to contact folks to come in to sign checks, or fail to meet payment deadlines. Standard practice is for accounting systems to have strong controls in place so that all necessary approvals are obtained electronically prior to printing checks, thereby allowing for checks to be electronically signed and immediately mailed. If the City Council is amenable to this change, staff will work to develop a process to provide the City Council with monthly check register reports detailing all issued checks, including vendor name, check amount, check number, date issued, etc. to improve transparency around payments made on behalf of the City. Any member wishing to see additional detail related to any payment is invited to request that information from the finance director at any time.

Compliance Issues

The finance director reached out to the Internal Revenue Service as a result of reviewing a State report identifying the City as non-compliant with the IRS. The City failed to file the required W-2 and W-3 Forms required by the IRS in 2015 and as a result, the City has been assessed a fine in excess of \$125,000. The finance director is preparing to submit the required documentation to the IRS, along with a request to waive a significant portion of the fine. There is no guarantee that the IRS will agree to a waiver based on their decision that the City demonstrated "intentional disregard of filing requirements" in failing to file the required forms. However, we are doing everything we can to seek relief on behalf of the citizens of Whittier, who should not be penalized for the failure of an individual to properly file. We take the requirements of the IRS to timely file and pay taxes very seriously, and will do everything possible to reduce the impact of this issue on the City.

In addition, the City received notice on September 27, 2019, that the US Department of Labor would be conducting a compliance review looking at payroll records dating back to 2017. Thanks to Dyanna Pratt's very organized record-keeping system, we were able to comply with the bulk of their request for data within two business days and we will continue to work with them to address any additional requests for information or records, and will report to Council on the results of the review.

Public Employees Retirement System update

The finance director attended a meeting of more than 100 local government representatives, sponsored by the Alaska Municipal League to address challenges that non-State employers are facing with the Public Employees Retirement System. The agenda included discussion of issues such as difficulties with recruitment and retention of public safety officers; the funding status of the PERS Plan (76.9% Funded Status at 6/30/2018); the status of the current Unfunded Liability (\$5.15 Billion PERS and \$1.5 Billion TRS for a total Unfunded Liability of \$6.7 Billion at 6/30/2018), with the U/L currently projected to be paid in full by 2039; the recent actuarial valuation report; a proposal being forwarded in House Bill 79 aimed at establishing a new hybrid DB Plan for public safety officers; and discussion about issues such as termination studies, the possibility of the State legislature requiring cities to pay more than the current 22% of covered payroll, etc.

Other

The finance director has been focused on ensuring that vendors are timely paid, given the transition from outsourcing the handling of accounts payable to in-house payables processing.

In response to a request by the Port and Harbor Commission, financial data was updated to reflect the 2018 audited financial results, and timely revenue and expense information was provided to the Commission so they can begin to provide feedback and input to the administration in preparation for the 2020 Budget.

Staff prepared historical trend information and gathered information for the City Council's October 8 work session on water and wastewater rates. We will be preparing a flyer to inform residents and businesses of the potential for increases to water and sewer rates, and to invite them to participate in upcoming discussions regarding the water and sewer tariff, as well as the 2020 Budget.

Financial Highlights through August

Since the last financial update was provided to Council, adjustments have been made to properly classify EMS personnel costs which had been incorrectly coded to the Police Department. They are now properly reflected in the EMS Department. Adjustments have been made to reflect 2019 activity on the Delong Dock which was previously being included with Harbor revenues in the Harbor Department, and which has now been properly reflected in the Delong Dock Department.

Through September, 75% of the fiscal year has expired. Overall, General Fund revenues are at 60.7% of budget and General Fund expenditures are at 67.5%, excluding transfers.

General Fund Revenue:

Fish Tax revenue is budgeted at \$30,000 and disbursements of this revenue are expected from the State in October. According to the State of Alaska DCCED, Shared Fisheries Taxes brought in the following annual amounts in prior years: \$30,297 (2018); \$23,144 (2017); \$39,559 (2016).

Liquor Taxes are disbursed by the State in March and July and are at 65% of budget through September.

Sales Tax revenues account for 22% of overall budgeted General Fund revenue and through September, 46.3% of budgeted sales tax has been received. The bulk of sales tax revenues can be expected when the third quarter (July through August) activity is reported and paid by businesses.

Property Taxes represent the General Fund's single largest revenue source. The bulk of the City's property tax was recorded in August with Real Property Tax at 97.1% of budget and Personal Property Tax exceeding budget at 113.0%.

Business Transportation Tax revenues are at 33% of budget, or \$123,608 at September, versus a budget of \$375,000.

The State of Alaska withholds Community Assistance payments until such time as they receive the audited financial statements for the City. We have submitted the financial statements to the State and expect to receive \$78,692 in Community Assistance (formerly State Assistance) which is higher than budget by \$28K. Given recent efforts to reduce Community Assistance payments to local governments, it is prudent to anticipate reductions in this line item in the future, to prevent adverse impacts to the operating budget if the State eliminates this revenue source.

Payments-in-Lieu of Taxes came in at \$48,227 through September, exceeding the projected budget of \$46,000 by more than \$2,000. Overall, lease revenues are at 67.5% of the annual budget.

The Tunnel Contract has been billed through August, bringing in \$52,473, with one additional bill to be send out for September, once final hours have been computed and reconciled with the contractor.

The Girdwood Police contract is at 59% of the budget, bringing in revenues of \$365K year-to-date. Since 75% of the year has expired through September, an additional \$99K has been earned so an upward adjustment to revenue is forthcoming, bringing the Girdwood Police Contract revenues to \$463K, helping to offset 53% of the Police Department expenditures through September.

General Fund Expenditures:

The finance director has been reviewing expenditure categories and ensuring that costs are being properly recorded in the correct location and in the proper accounting period. When adjustments are necessary, material adjustments will be reported to Council. This month's material adjustments included the Delong Dock revenues and the reclassification of EMS personnel costs out of the Police Department and into EMS Department.

Another area of review is around certain employee benefit costs (e.g. fica taxes, retirement) which appear higher than budget, and are being reviewed with the software provider to ensure consistency between their proper allocation between the Payroll and Accounts Payable modules.

The **Administration** budget is at 71%, with 75% of the year complete. The workers' comp line item will be reconciled in the coming month; workers' compensation expenses have yet to be allocated out to the proper departments since insurance premiums were paid. In addition to the employee benefit issue above, budget overages appear primarily related to bank service charges, insurance, outside contractors, utilities, repairs, and computer support services. As staff work to do a more precise job of allocating costs

to the department benefiting from the service or supplies (such as utility bills, credit card fees, insurance, repairs) we expect to get more accurate costs by department. For example, we are attempting to allocate the costs of the Public Safety Building according to the square footage of utilization by department. These

types of changes will result in some data inconsistency but in the long run, will give a more accurate reflection of the actual costs by department. It will take some time to ensure that the budget accurately reflects the actual areas in which costs are being incurred, and we are doing work in this area in preparation for the 2020 Budget.

The Administration department is under budget in areas such as legal (\$114K under-budget), project development (\$40K under), and equipment purchases (\$10K).

The **Council** budget is at 56% with the largest remaining budget item being \$15,000 for museum support. The Whittier Museum Association did receive payment in January (\$15,000) which was charged against CPV funds. Staff will review this transaction to determine whether a reclassification is necessary.

The **Police** budget is at 84.9% through September, after reclassification of personnel costs more properly reported in the EMS department. The finance director will conduct a deeper dive into public safety personnel costs. In the meantime, the department will be striving to offset higher-than-budgeted personnel costs by reducing other cost areas, to minimize the impact on the General Fund overall budget. We do expect a likely downward adjustment to the FICA Taxes line item when the inconsistency in the handling of FICA between payroll and accounts payable is reconciled. It is important to note that the City of Whittier contracts to provide police coverage to Girdwood, as well as providing services to Ferrovial Services (Tunnel) at budgeted amounts of \$618K and \$60K respectively, offsetting 67% of the Police budget.

The public works budget is at 83% of budget through September, but may be missing a Budget Appropriation (which would increase the budget for the Capital Outlay-Equipment line item) related to \$75,200 for the purchase of the 200kW generator. A budget adjustment will be made if it was approved by Council Resolution.

There are opportunities for future budget savings, as the City Council considers the sale of City-owned units in BTI, which will reduce condo fees and condo maintenance costs budgeted in Administration, Public Safety, the Clinic and Property and Facilities departments.

Water and Wastewater Enterprise Fund:

Revenues in the Water and Wastewater Enterprise Fund are at 92.9% through September, excluding investment income. Expenses are at 50.2% but the Fund has yet to transfer a budgeted \$50,000 to the General Fund. If that amount were transferred, the Fund would be at approximately 68% for expenses through September. Electricity costs remain significantly higher than budgeted -- at 223% of budget, exceeding budget by \$24,575 -- prompting a review by the public works director, of the current allocation of utility charges. Adjustments will be made between departments as appropriate. No expenses have been incurred for capital outlay through September.

Small Boat Harbor Enterprise Fund:

The Harbor Fund's revenues appear to be at 64.3% through September (excluding transfers) but the September Harbor financial activity has not yet been posted. In addition, when excluding the DeLong Dock revenues, the Harbor Fund has actual revenues (excluding transfers) of \$1.49 million versus a budget of \$1.7 million, bringing the Harbor Enterprise Fund to 85.6% of budget, even without September's revenues being posted. Prior to September, the revenues related to the DeLong Dock were improperly recorded in the Small Boat Harbor Department; however, they have been removed in these financials, and are reflected in Department 341. Through September 30 (without September's revenues being recorded), the DeLong Dock Department is at 50.5% of budgeted revenues, and are expected to exceed the annual budget.

On the expense side, harbor expenses are at 95% (\$919,092 actual versus \$970,200 budget, excluding the DeLong Dock) through September, where 75% of the year has expired. The overage is partly due to the cost of dock repairs, and a significant increase in the cost of insurance, where costs exceed budget by approximately \$65,000. The increase in insurance costs is largely the result of significant increases in property insurance premiums as a result of the hardening of the nationwide insurance market. This issue nationwide, as unprecedented storm damages in the US last year have prompted the largest property insurers to significantly reduce their book of coverage to mitigate risk. This means there is less insurance carrying capacity, allowing insurance companies to significantly reduce coverage while increasing premiums, since insurance buyers have very few competitive options to purchase coverage, let alone to demand the same level of coverage without large increases in premiums. Harbor expenses are also high due to personnel costs being allocated solely to the Harbor Enterprise Fund and not to the DeLong Dock Department, where the budget has been allocated in the total amount of salary and benefit costs of \$118,500. The finance director will work with the harbormaster to determine whether reclassification of costs is in order.

The Harbor Bond principal payment of \$65,000 which was timely paid for May, 2019, may require reclassification to the expense account depending on actions previously determined by Council. The finance director will investigate this and account for the item in accordance with Council's direction by Resolution. The item was budgeted at \$60,000 (based on the prior year principal owed) but the actual amount due and paid in 2019 is \$65,000.

The DeLong Dock emergency repair costs are on the order of \$190,000 and the City will be seeking reimbursement for these costs.

Commercial Passenger Vessel tax receipts of \$871,855 were received from the State in March.

City of Whittier 2020 Biennial Budget Calendar



September 10, 2019	Transmit budget directions and forms to department managers
October 11, 2019	Department budgets due to finance department
October 11, 2019	Capital budgets due to finance
October 7 - 10	City manager and finance director meet with department managers to discuss budget requests
October 10 – November 8	Finance department develops personnel budget, revenue projections and determines estimated costs of insurance, administrative fees, cost-allocations, debt service, vehicle leases, etc.
November 12	Budget Kick-Off meeting requested by City Council
November 22	Preliminary Budget document distributed to City Council
November 25 (Mon)	City Council Meeting - City Council Budget Work Session
December 10 (Tues)	City Council Special Meeting – Introduction of Budget Ordinance
December 17 (Tues)	City Council Meeting - Public hearing and adoption of budget

Note: Please avoid scheduling during the following times due to staff travel:
October 11-21; city manager travel
November 4-8; city manager and public works director travel
November 18-20 (AML Conference)
December 2-12; finance director travel

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-310-4005 FISH TAX	.00	.00	30,000.00	30,000.00	.0
01-310-4006 MOTOR VEHICLE REGISTRATION	.00	2,227.32	3,500.00	1,272.68	63.6
01-310-4007 LIQUOR TAX	.00	3,250.00	5,000.00	1,750.00	65.0
01-310-4009 ELEC & TELE CO-OP TAX	.00	3,578.14	3,600.00	21.86	99.4
01-310-4200 SALES TAX	2,859.56	254,718.05	550,000.00	295,281.95	46.3
01-310-4201 PROPERTY TAX - REAL	(66.38)	368,946.83	380,000.00	11,053.37	97.1
01-310-4202 PROPERTY TAX - PERSONAL	(2,867.99)	316,293.52	280,000.00	(36,293.52)	113.0
01-310-4205 BUSINESS TRANSPORTATION TAX	.00	123,607.92	375,000.00	251,392.08	33.0
TOTAL TAXES	(274.81)	1,072,621.58	1,627,100.00	554,478.42	65.9
<u>LICENSES & PERMITS</u>					
01-320-4250 BUSINESS LICENSES	50.00	3,550.00	3,500.00	(50.00)	101.4
01-320-4251 USER FEES & PERMITS	.00	2,072.86	250.00	(1,822.86)	829.1
01-320-4312 AMBULANCE FEES	221.62	5,494.22	10,000.00	4,505.78	54.9
TOTAL LICENSES & PERMITS	271.62	11,117.08	13,750.00	2,632.92	80.9
<u>INTERGOVERNMENTAL REVENUE</u>					
01-330-4002 STATE REVENUE SHARING	.00	.00	50,000.00	50,000.00	.0
01-330-4003 STATE PAY-IN-LIEU OF TAXES	.00	48,227.17	48,000.00	(2,227.17)	104.8
01-330-4011 EMS SMALL GRANT	.00	.00	2,500.00	2,500.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	48,227.17	98,500.00	50,272.83	49.0
<u>LEASES</u>					
01-345-4515 LEASE INCOME - CITY LAND	23,612.08	80,481.72	150,000.00	69,518.28	53.7
01-345-4525 LAND USE RENT	104.00	30,928.00	15,000.00	(15,928.00)	206.2
TOTAL LEASES	23,716.08	111,409.72	165,000.00	53,590.28	67.5
<u>FINES & CITATIONS</u>					
01-350-4261 PSD FINES & CITATIONS	.00	3,349.47	4,000.00	650.53	83.7
01-350-4262 PSD PARKING TICKETS CIVIL	.00	120.00	.00	(120.00)	.0
TOTAL FINES & CITATIONS	.00	3,469.47	4,000.00	530.53	86.7

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-360-4099 MISCELLANEOUS REVENUE	(998.00)	19,201.55	5,000.00	(14,201.55)	384.0
01-360-4204 INTEREST & PENALTIES	.00	2,258.97	3,000.00	743.03	75.2
01-360-4270 DONATIONS	.00	9,853.00	.00	(9,853.00)	.0
01-360-4271 DONATIONS - EMS/FIRE/POL	.00	1,798.31	2,500.00	701.69	71.9
01-360-4900 INTEREST ON BANK ACCOUNTS	.00	49,114.82	15,000.00	(34,114.82)	327.4
01-360-4901 UNREALIZED GAIN/(LOSS)	.00	21,810.29	.00	(21,810.29)	.0
01-360-4902 INTEREST ON ESCROW ACCOUNTS	.00	11,407.55	1,000.00	(10,407.55)	1140.8
01-360-4914 TRANSFIELD - TUNNEL CONTRAC	52,473.63	52,473.63	60,000.00	7,526.37	87.5
01-360-4915 GIRDWOOD-POLICE CONTRACT	53,667.00	364,545.00	618,000.00	253,455.00	59.0
TOTAL MISCELLANEOUS	105,141.83	532,460.92	704,500.00	172,039.08	75.6
<u>TRANSFERS & OTHER</u>					
01-390-4990 TRANSFER IN FROM CVP FUND	.00	10,000.00	195,000.00	185,000.00	5.1
01-390-4993 TRANSFER FROM MUSEUM	.00	.00	(15,000.00)	(15,000.00)	.0
01-390-4994 TRANSFER IN FROM HARBOR	.00	.00	150,000.00	150,000.00	.0
01-390-4995 TRANSFER IN FROM WWS	.00	.00	50,000.00	50,000.00	.0
TOTAL TRANSFERS & OTHER	.00	10,000.00	380,000.00	370,000.00	2.6
TOTAL FUND REVENUE	128,854.52	1,789,305.94	2,992,850.00	1,203,544.06	59.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
01-400-6000 SALARIES & WAGES	23,826.57	175,632.09	245,000.00	69,367.91	71.7
01-400-6030 FICA TAXES	699.98	3,793.67	6,000.00	2,206.33	63.2
01-400-6040 WORKER'S COMP.	(1,365.69)	(1,365.69)	2,500.00	3,865.69	(54.6)
01-400-6050 ESC TAXES	84.75	1,511.32	5,000.00	3,488.68	30.2
01-400-6060 HEALTH & LIFE INSURANCE	3,596.63	32,810.10	40,000.00	7,189.90	82.0
01-400-6070 PERS RETIREMENT	1,967.01	47,931.61	55,000.00	7,068.39	87.2
01-400-6205 ADVERTISING	.00	785.00	2,500.00	1,715.00	31.4
01-400-6210 B.T.I. CONDO FEES	3,209.54	12,103.06	15,000.00	2,896.94	80.7
01-400-6212 CONDO MAINTENANCE	230.90	230.90	5,000.00	4,769.10	4.6
01-400-6220 BANK SERVICES CHARGES	27.20	7,518.68	5,000.00	(2,518.68)	150.4
01-400-6240 COMMUNITY SUPPORT-DONATIONS	.00	.00	500.00	500.00	.0
01-400-6280 DUES & SUBSCRIPTIONS	652.00	1,391.50	1,800.00	408.50	77.3
01-400-6410 INSURANCE - LIABILITY	.00	11,492.71	3,000.00	(8,492.71)	383.1
01-400-6440 INSURANCE - PROPERTY	.00	9,813.94	3,000.00	(6,813.94)	327.1
01-400-6541 PENALTIES & FEES	.00	1,864.72	350.00	(1,514.72)	532.8
01-400-6565 OUTSIDE CONTRACTORS	9,628.65	28,632.99	20,000.00	(8,632.99)	143.2
01-400-6570 PHYSICAL EXAMS & BACKGROUND CK	.00	.00	250.00	250.00	.0
01-400-6580 POSTAGE	12.86	6,119.03	5,000.00	(1,119.03)	122.4
01-400-6600 PROF. FEES - AUDIT	4,573.85	36,214.41	40,000.00	3,785.59	90.5
01-400-6610 PROF. FEES - ACCOUNTING	8,935.29	95,493.02	150,000.00	54,506.98	63.7
01-400-6620 PROF. FEES - APPRAISAL	.00	4,000.00	10,000.00	6,000.00	40.0
01-400-6625 PROF. FEES - FINANCIAL SOFTWARE	.00	16,750.00	30,000.00	13,250.00	55.8
01-400-6635 PROF. FEES - COMPUTER SUPPORT	3,725.00	28,844.97	15,000.00	(13,844.97)	192.3
01-400-6636 PROF FEES - WEB SITE SUPPORT	.00	4,243.49	20,000.00	15,756.51	21.2
01-400-6640 PROF. FEES-ENGINEERING	.00	20,000.00	.00	(20,000.00)	.0
01-400-6650 PROF. FEES - LEGAL	2,435.10	36,224.43	150,000.00	113,775.57	24.2
01-400-6670 REIMBURSEMENT	.00	4,953.38	.00	(4,953.38)	.0
01-400-6675 COMPREHENSIVE PLAN	1,748.75	27,553.53	30,000.00	2,446.47	91.9
01-400-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	690.70	.00	(690.70)	.0
01-400-6770 TRAVEL, TRAINING & DEV.	638.92	9,923.95	15,000.00	5,076.05	66.2
01-400-7100 REPAIRS - BUILDING	653.87	4,871.46	.00	(4,871.46)	.0
01-400-7351 EQUIPMENT MAINT. AGREEMENTS	.00	.00	3,500.00	3,500.00	.0
01-400-7450 REPAIRS-OFFICE EQUIPMENT	.00	3,085.39	500.00	(2,585.39)	617.1
01-400-8550 SUPPLIES - OFFICE	1,644.74	2,886.86	7,500.00	4,613.14	38.5
01-400-9000 UTILITIES - INTERNET	.00	25,421.92	20,000.00	(5,421.92)	127.1
01-400-9070 UTILITIES - TELEPHONE	314.17	6,197.98	7,000.00	802.02	88.5
01-400-9100 MISCELLANEOUS EXPENSES	415.69	3,506.76	2,000.00	(1,506.76)	175.3
01-400-9300 PROJECT DEVELOPMENT	.00	.00	40,000.00	40,000.00	.0
01-400-9500 LOBBYIST FEES	.00	16,500.00	.00	(16,500.00)	.0
01-400-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
01-400-9530 CAPITAL OUTLAY-COMPUTER EQUIP	.00	329.94	1,000.00	670.06	33.0
TOTAL ADMIN	67,655.98	687,957.82	966,400.00	278,442.18	71.2

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
01-401-6240 CITY COUNCIL-COMMUNITY SUPPORT	500.00	3,512.25	3,000.00	(512.25)	117.1
01-401-6241 MUSEUM SUPPORT	.00	.00	15,000.00	15,000.00	.0
01-401-6280 DUES & SUBSCRIPTIONS	50.00	50.00	1,000.00	950.00	5.0
01-401-6325 FIREWORKS	.00	12,450.00	12,500.00	50.00	99.6
01-401-6710 PUBLIC RELATIONS	.00	.00	500.00	500.00	.0
01-401-6770 TRAVEL, TRAINING & DEV.	.00	981.85	10,000.00	9,018.15	9.8
01-401-8550 SUPPLIES - OFFICE	681.90	845.69	800.00	(45.69)	105.7
01-401-9070 UTILITIES - TELEPHONE	.00	.00	400.00	400.00	.0
01-401-9500 LOBBYIST FEES	14,500.00	66,750.00	108,000.00	41,250.00	61.8
TOTAL COUNCIL	15,731.90	84,589.79	151,200.00	66,610.21	56.0
<u>ELECTIONS</u>					
01-420-6100 VOLUNTEER SUPPORT	.00	.00	1,200.00	1,200.00	.0
01-420-6205 ADVERTISING	540.00	540.00	600.00	60.00	90.0
TOTAL ELECTIONS	540.00	540.00	1,800.00	1,260.00	30.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
PUBLIC SAFETY					
01-510-6000 SALARIES & WAGES	(55,352.28)	535,557.27	450,000.00	(85,557.27)	119.0
01-510-6030 FICA TAXES	483.19	21,010.72	12,000.00	(9,010.72)	175.1
01-510-6040 WORKER'S COMP.	6,670.84	6,670.84	25,000.00	18,329.16	26.7
01-510-6050 ESC TAXES	(572.00)	3,830.44	7,500.00	3,669.56	51.1
01-510-6060 HEALTH & LIFE INSURANCE	(6,040.82)	45,745.28	75,000.00	29,254.72	61.0
01-510-6070 PERS RETIREMENT	(9,189.52)	46,946.68	75,000.00	28,053.32	62.6
01-510-6091 UNIFORM ALLOWANCE	160.00	1,120.00	6,000.00	4,880.00	18.7
01-510-6100 VOLUNTEER SUPPORT	.00	.00	1,500.00	1,500.00	.0
01-510-6205 ADVERTISING	.00	.00	250.00	250.00	.0
01-510-6210 B.T.I. CONDO FEES	301.30	1,600.13	2,500.00	899.87	64.0
01-510-6280 DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
01-510-6410 INSURANCE - LIABILITY	(583.64)	11,374.90	7,500.00	(3,874.90)	151.7
01-510-6420 INSURANCE - AUTO	.00	7,171.42	15,000.00	7,828.58	47.8
01-510-6440 INSURANCE - PROPERTY	.00	5,702.72	5,000.00	(702.72)	114.1
01-510-6490 POLICE-INSURANCE CLAIMS-DEDUCT	.00	.00	15,000.00	15,000.00	.0
01-510-6540 LICENSES & PERMITS	.00	2,541.18	200.00	(2,341.18)	1270.6
01-510-6565 OUTSIDE CONTRACTORS	125.80	30,526.46	28,000.00	(2,526.46)	109.0
01-510-6570 PHYSICAL EXAMS	.00	1,248.00	5,000.00	3,752.00	25.0
01-510-6580 POSTAGE	.00	15.00	400.00	385.00	3.8
01-510-6635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00	(256.12)	.0
01-510-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	316.97	2,000.00	1,683.03	15.9
01-510-6735 EQUIPMENT PURCHASE	.00	8,398.02	14,000.00	5,601.98	60.0
01-510-6761 TRAINING - EMS SUPVSG MD	.00	6,000.00	10,000.00	4,000.00	60.0
01-510-6770 TRAVEL, TRAINING & DEV.	.00	25.50	16,000.00	15,974.50	.2
01-510-7100 BUILDING MAINT.	.00	552.82	1,500.00	947.18	36.9
01-510-7150 REPAIRS - COMMUNICATION EQUIPM	.00	4,687.62	.00	(4,687.62)	.0
01-510-7200 REPAIRS-COMPUTER SYSTEM	.00	.00	1,000.00	1,000.00	.0
01-510-7350 REPAIRS - EQUIPMENT	.00	1,925.68	5,000.00	3,074.32	38.5
01-510-7400 REPAIRS - VEHICLES	250.00	939.77	30,000.00	29,060.23	3.1
01-510-7750 GAS & OIL - VEHICLES	3,311.40	22,336.36	32,000.00	9,661.64	69.8
01-510-8020 SUPPLIES - AMMUNITION	.00	8,374.40	5,000.00	(3,374.40)	167.5
01-510-8100 SUPPLIES - COMPUTERS	.00	32.18	1,500.00	1,467.82	2.2
01-510-8150 SUPPLIES - CONSUMABLE	.00	3,656.78	5,000.00	1,343.22	73.1
01-510-8200 SUPPLIES - COPIER	.00	.00	1,200.00	1,200.00	.0
01-510-8550 SUPPLIES - OFFICE	.00	1,085.83	4,000.00	2,914.17	26.7
01-510-8650 SUPPLIES & DRUGS BILLABLE	.00	.00	4,800.00	4,800.00	.0
01-510-8950 SUPPLIES - UNIFORMS	2,018.95	5,884.15	22,000.00	16,115.85	26.8
01-510-9000 UTILITIES - INTERNET	.00	4,058.37	21,000.00	16,941.63	19.3
01-510-9010 UTILITIES - ELECTRICITY	366.98	3,214.55	3,200.00	(14.55)	100.5
01-510-9040 UTILITIES - HEATING FUELS	578.72	6,704.07	6,400.00	(304.07)	104.8
01-510-9070 UTILITIES - TELEPHONE	376.94	5,124.24	18,000.00	12,875.76	28.5
01-510-9200 GRANT EXPENDITURES	.00	.00	2,000.00	2,000.00	.0
01-510-9520 CAPITAL OUTLAY - EQUIPMENT	990.00	71,326.67	95,000.00	23,673.33	75.1
TOTAL PUBLIC SAFETY	(56,104.14)	875,943.14	1,031,950.00	156,006.86	84.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
01-520-8091 UNIFORM ALLOWANCE	.00	.00	100.00	100.00	.0
01-520-8100 VOLUNTEER SUPPORT	.00	.00	150.00	150.00	.0
01-520-8410 INSURANCE - LIABILITY	.00	196.43	.00 (196.43)	.0
01-520-8420 INSURANCE - AUTO	.00	1,935.76	2,000.00	64.24	96.8
01-520-8440 INSURANCE - PROPERTY	.00	5,443.42	.00 (5,443.42)	.0
01-520-8540 LICENSES & PERMITS	.00	.00	30.00	30.00	.0
01-520-8565 OUTSIDE CONTRACTORS	125.80	125.80	.00 (125.80)	.0
01-520-8635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00 (256.12)	.0
01-520-8735 EQUIPMENT PURCHASE	4,449.40	4,449.40	3,500.00 (949.40)	127.1
01-520-8750 TESTING	1,908.50	1,908.50	.00 (1,908.50)	.0
01-520-8770 TRAVEL, TRAINING & DEV.	.00 (302.45)	200.00	502.45	(151.2)
01-520-7100 REPAIRS - BUILDING	124.69	124.69	200.00	75.31	82.4
01-520-7350 REPAIRS - EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
01-520-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-520-7750 GAS & OIL - VEHICLES	.00 (68.97)	2,000.00	2,068.97	(3.5)
01-520-8550 SUPPLIES - OFFICE	.00	.00	150.00	150.00	.0
01-520-8950 SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-520-9000 UTILITIES - INTERNET	.00	3,986.04	.00 (3,986.04)	.0
01-520-9010 UTILITIES - ELECTRICITY	366.98	4,101.88	.00 (4,101.88)	.0
01-520-9040 UTILITIES - HEATING FUELS	10.85	1,434.00	.00 (1,434.00)	.0
 TOTAL FIRE	 6,986.22	 23,590.62	 13,830.00 (9,760.62)	 170.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMS</u>					
01-530-6000 SALARIES & WAGES	137,083.34	154,650.94	150,000.00	(4,650.94)	103.1
01-530-6030 FICA TAXES	2,594.49	3,305.74	4,000.00	694.26	82.6
01-530-6040 WORKER'S COMP.	6,651.50	6,651.50	20,000.00	13,348.50	33.3
01-530-6050 ESC TAXES	805.43	818.32	1,500.00	681.68	54.6
01-530-6060 HEALTH & LIFE INSURANCE	15,044.69	15,044.69	14,000.00	(1,044.69)	107.5
01-530-6070 PERS RETIREMENT	16,641.51	17,151.72	23,000.00	5,848.28	74.6
01-530-6091 UNIFORM ALLOWANCE	.00	278.95	120.00	(158.95)	232.5
01-530-6100 EMS VOLUNTEER SUPPORT	.00	.00	100.00	100.00	.0
01-530-6410 INSURANCE - LIABILITY	.00	3,756.94	5,000.00	1,243.06	75.1
01-530-6420 INSURANCE - AUTO	.00	3,019.54	4,000.00	980.46	75.5
01-530-6540 LICENSES & PERMITS	.00	.00	20.00	20.00	.0
01-530-6580 EMS-POSTAGE	.00	.00	20.00	20.00	.0
01-530-6635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00	(256.12)	.0
01-530-6735 EQUIPMENT PURCHASE	.00	.00	1,000.00	1,000.00	.0
01-530-6750 TESTING	230.00	230.00	.00	(230.00)	.0
01-530-6761 TRAINING - EMS SUPVSG MD	.00	.00	10,000.00	10,000.00	.0
01-530-6770 TRAVEL, TRAINING & DEV.	.00	417.00	2,000.00	1,583.00	20.9
01-530-7150 COMMUNICATION EQUIPM	.00	.00	500.00	500.00	.0
01-530-7350 REPAIRS - EQUIPMENT	.00	.00	250.00	250.00	.0
01-530-7400 REPAIRS - VEHICLES	.00	.00	20,000.00	20,000.00	.0
01-530-7750 GAS & OIL - VEHICLES	319.86	1,628.93	2,000.00	371.07	81.5
01-530-8150 SUPPLIES - CONSUMABLE	.00	.00	3,500.00	3,500.00	.0
01-530-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-530-8650 SUPPLIES AND DRUGS BILLABLE	.00	803.48	3,000.00	2,196.52	26.8
01-530-8950 SUPPLIES - UNIFORMS	278.95	526.23	.00	(526.23)	.0
01-530-9000 UTILITIES - INTERNET	.00	3,679.82	.00	(3,679.82)	.0
01-530-9010 UTILITIES - ELECTRICITY	366.98	4,101.87	.00	(4,101.87)	.0
01-530-9040 UTILITIES - HEATING FUEL	10.85	1,434.00	.00	(1,434.00)	.0
01-530-9070 UTILITIES - TELEPHONE	.00	182.40	.00	(182.40)	.0
TOTAL EMS	180,027.60	217,938.19	284,510.00	46,571.81	82.4
<u>CLINIC</u>					
01-535-6210 B.T.I. CONDO FEE	1,836.14	9,166.61	11,000.00	1,833.39	83.3
01-535-6211 RENTAL UNIT	.00	.00	1,000.00	1,000.00	.0
01-535-6440 INSURANCE - PROPERTY	.00	1,769.72	1,000.00	(769.72)	177.0
01-535-6565 OUTSIDE CONTRACTORS	37.00	37.00	.00	(37.00)	.0
01-535-9100 MISCELLANEOUS EXP	.00	.00	9,000.00	9,000.00	.0
TOTAL CLINIC	1,875.14	10,973.33	22,000.00	11,026.67	49.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
PUBLIC WORKS					
01-600-6000 SALARIES & WAGES	17,415.16	145,739.18	185,000.00	39,260.82	78.8
01-600-6030 FICA TAXES	402.29	3,436.10	3,500.00	63.90	98.2
01-600-6040 WORKER'S COMP.	808.21	808.21	8,500.00	7,691.79	9.5
01-600-6050 ESC TAXES	24.18	1,042.58	3,500.00	2,457.42	29.8
01-600-6060 HEALTH & LIFE INSURANCE	2,926.91	23,422.53	40,000.00	16,577.47	58.6
01-600-6070 PERS RETIREMENT	3,299.95	27,369.39	35,000.00	7,630.61	78.2
01-600-6410 INSURANCE - LIABILITY	.00	6,075.49	3,000.00	(3,075.49)	202.5
01-600-6420 INSURANCE - AUTO	.00	4,334.91	2,000.00	(2,334.91)	216.8
01-600-6430 INSURANCE EQUIPMENT	.00	5,767.80	3,000.00	(2,767.80)	192.3
01-600-6440 INSURANCE - PROPERTY	.00	32,570.32	3,000.00	(29,570.32)	1085.7
01-600-6490 INSURANCE CLAIMS-DEDUCTIBLES	.00	.00	5,000.00	5,000.00	.0
01-600-6540 LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565 OUTSIDE CONTRACTORS	244.20	244.20	10,000.00	9,755.80	2.4
01-600-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
01-600-6635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00	(256.12)	.0
01-600-6740 SMALL TOOLS	.00	171.16	1,500.00	1,328.84	11.4
01-600-6770 TRAVEL, TRAINING & DEV.	.00	97.00	2,000.00	1,903.00	4.9
01-600-7100 REPAIRS - BUILDINGS	8,595.00	6,595.00	5,000.00	(1,595.00)	131.9
01-600-7210 REPAIRS - ROADS	2,380.00	5,476.00	15,000.00	9,524.00	38.5
01-600-7350 REPAIRS - EQUIPMENT	163.34	4,055.25	15,000.00	10,944.75	27.0
01-600-7750 GAS & OIL - VEHICLES	330.40	4,766.77	12,000.00	7,233.23	39.7
01-600-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950 SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-600-8970 SUPPLIES - SAFETY	.00	.00	2,000.00	2,000.00	.0
01-600-8995 SUPPLIES & MATERIALS	1,192.59	2,691.92	15,000.00	12,308.08	18.0
01-600-9000 UTILITIES - INTERNET	.00	3,986.04	6,000.00	2,013.96	66.4
01-600-9010 UTILITIES - ELECTRICITY	1,402.75	19,507.86	30,000.00	10,492.14	65.0
01-600-9040 UTILITIES - HEATING FUEL	97.67	12,906.01	25,000.00	12,093.99	51.6
01-600-9070 UTILITIES - TELEPHONE	55.01	763.56	2,500.00	1,716.44	31.3
01-600-9095 UTILITIES - WATER/SEWER	.00	.00	1,000.00	1,000.00	.0
01-600-9520 CAPITAL OUTLAY - EQUIPMENT	.00	75,200.00	30,000.00	(45,200.00)	250.7
TOTAL PUBLIC WORKS	37,317.64	387,303.40	465,750.00	78,446.60	83.2
PROPERTY & FACILITIES					
01-700-6210 B.T.I. CONDO FEES	.00	1,835.92	5,000.00	3,164.08	36.7
01-700-6215 CONDO MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-700-6635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00	(256.12)	.0
01-700-7100 REPAIRS - BUILDINGS	.00	11,415.74	1,000.00	(10,415.74)	1141.6
01-700-8550 JANITORIAL SUPPLIES	.00	495.49	.00	(495.49)	.0
01-700-9000 UTILITIES - INTERNET SERVICE	.00	3,986.04	1,000.00	(2,986.04)	398.6
TOTAL PROPERTY & FACILITIES	.00	17,989.31	8,000.00	(9,989.31)	224.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND RECREATION</u>						
01-800-6040	WORKER'S COMP	(258.97)	(258.97)	.00	258.97	.0
01-800-6080	HEALTH & LIFE INSURANCE	.00	(243.96)	.00	243.96	.0
01-800-7340	PROFESSIONAL SERVICES	.00	.00	12,000.00	12,000.00	.0
01-800-7350	REPAIRS EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
01-800-8950	SUPPLIES AND MATERIALS	558.80	6,576.69	8,000.00	1,423.31	82.2
TOTAL PARKS AND RECREATION		299.83	6,073.76	22,000.00	15,926.24	27.6
<u>GF PS CAPITAL OUTLAY</u>						
01-920-9520	CAPITAL OUTLAY - EQUIPMENT	9,900.00	9,900.00	.00	(9,900.00)	.0
TOTAL GF PS CAPITAL OUTLAY		9,900.00	9,900.00	.00	(9,900.00)	.0
TOTAL FUND EXPENDITURES		264,230.17	2,322,799.36	2,947,440.00	624,640.64	78.8
NET REVENUE OVER EXPENDITURES		(135,375.65)	(533,493.42)	45,410.00	578,903.42	(1174.

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

		CRUISE SHIP TAX				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TAXES - REVENUE</u>						
20-310-4008	CRUISE SHIP TAX	.00	871,855.00	.00	(871,855.00)	.0
	TOTAL TAXES - REVENUE	.00	871,855.00	.00	(871,855.00)	.0
	TOTAL FUND REVENUE	.00	871,855.00	.00	(871,855.00)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS - SUPPORT</u>					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	15,000.00	.00	(15,000.00)	.0
	TOTAL DONATIONS - SUPPORT	.00	15,000.00	.00	(15,000.00)	.0
	<u>TRANSFERS OUT</u>					
20-990-9990	TRANSFER TO OTHER FUNDS	.00	10,000.00	.00	(10,000.00)	.0
20-990-9992	TRANSFER TO HARBOR FUND #51	.00	30,750.00	.00	(30,750.00)	.0
	TOTAL TRANSFERS OUT	.00	40,750.00	.00	(40,750.00)	.0
	TOTAL FUND EXPENDITURES	.00	55,750.00	.00	(55,750.00)	.0
	NET REVENUE OVER EXPENDITURES	.00	816,105.00	.00	(816,105.00)	.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CHARGES FOR SERVICES</u>					
50-340-4300 WATER SERVICE CHARGES	.00	239,812.64	250,000.00	10,187.36	95.9
50-340-4350 WASTE WATER SERVICE CHARGES	.00	83,861.24	100,000.00	16,138.76	83.9
50-340-4500 ENTERPRISE-PERMIT FEES	.00	1,485.00	100.00	(1,385.00)	1485.0
TOTAL CHARGES FOR SERVICES	.00	325,158.88	350,100.00	24,941.12	92.9
<u>MISCELLANEOUS</u>					
50-360-4901 INTEREST ON BANK ACCOUNTS	.00	13,441.17	4,000.00	(9,441.17)	336.0
50-360-4910 MISCELLANEOUS INCOME	.00	672.84	.00	(672.84)	.0
TOTAL MISCELLANEOUS	.00	14,114.01	4,000.00	(10,114.01)	352.9
TOTAL FUND REVENUE	.00	339,272.89	354,100.00	14,827.11	95.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
WATER & WASTE WATER OPERATING					
50-800-8000 SALARIES & WAGES	7,001.39	52,931.75	75,000.00	22,068.25	70.6
50-800-8030 FICA TAXES	275.44	1,372.36	1,450.00	77.64	94.7
50-800-8040 WORKER'S COMP.	(2,789.32)	(2,789.32)	1,000.00	3,789.32	(278.9)
50-800-8050 ESC TAXES	26.25	375.96	1,000.00	624.04	37.6
50-800-8060 HEALTH & LIFE INSURANCE	991.29	7,948.70	15,000.00	7,051.30	53.0
50-800-8070 PERS RETIREMENT	986.72	9,107.80	20,000.00	10,892.20	45.5
50-800-8410 INSURANCE - LIABILITY	(56.25)	2,605.46	1,500.00	(1,105.46)	173.7
50-800-8420 INSURANCE - AUTO	.00	.00	1,000.00	1,000.00	.0
50-800-8430 INSURANCE - EQUIP	.00	.00	200.00	200.00	.0
50-800-8440 INSURANCE - PROPERTY	.00	6,052.08	3,500.00	(2,552.08)	172.9
50-800-8540 LICENSES & PERMITS	.00	955.00	1,000.00	45.00	95.5
50-800-8565 OUTSIDE CONTRACTORS	.00	.00	1,000.00	1,000.00	.0
50-800-8580 POSTAGE	.00	.00	250.00	250.00	.0
50-800-8635 PROF. FEES - COMPUTER SUPPORT	.00	256.12	.00	(256.12)	.0
50-800-8740 SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
50-800-8750 TESTING WATER/SEWER	805.20	7,134.90	7,000.00	(134.90)	101.9
50-800-8770 TRAVEL, TRAINING & DEV.	.00	.00	5,000.00	5,000.00	.0
50-800-7100 REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350 REPAIRS - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
50-800-7650 REPAIRS - SYSTEM	.00	.00	5,000.00	5,000.00	.0
50-800-7750 GAS & OIL - VEHICLES	331.97	2,747.55	3,000.00	252.45	91.6
50-800-8550 SUPPLIES - OFFICE	.00	512.90	500.00	(12.90)	102.6
50-800-8995 SUPPLIES & MATERIALS	.00	.00	2,000.00	2,000.00	.0
50-800-9000 UTILITIES -INTERNET	.00	3,679.89	1,500.00	(2,179.89)	245.3
50-800-9010 UTILITIES - ELECTRICITY	3,741.25	44,574.71	20,000.00	(24,574.71)	222.9
50-800-9040 UTILITIES - HEATING FUEL	89.82	6,478.86	10,000.00	3,521.14	64.8
50-800-9070 UTILITIES - TELEPHONE	.00	286.71	500.00	213.29	57.3
50-800-9580 CAPITAL OUTLAY - WWW	.00	.00	50,000.00	50,000.00	.0
50-800-9900 TRANSFER OUT TO GF	.00	.00	50,000.00	50,000.00	.0
TOTAL WATER & WASTE WATER OPERATING	11,403.76	144,231.43	287,400.00	143,168.57	50.2
TOTAL FUND EXPENDITURES	11,403.76	144,231.43	287,400.00	143,168.57	50.2
NET REVENUE OVER EXPENDITURES	(11,403.76)	195,041.46	66,700.00	(128,341.46)	292.4

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CHARGES FOR SERVICES</u>					
51-340-4251 USER FEES & PERMITS	.00	123.20	.00	(123.20)	.0
51-340-4399 MOORAGE - TRANSIENT WINTER	.00	617.16	.00	(617.16)	.0
51-340-4401 MOORAGE - PREFERENTIAL	.00	493,380.99	535,000.00	41,619.01	92.2
51-340-4402 MOORAGE - TRANSIENT	.00	233,837.65	400,000.00	166,162.35	58.5
51-340-4403 BOAT LIFT FEES	.00	13,109.23	15,000.00	1,890.77	87.4
51-340-4404 UTILITY FEES	420.00	36,658.78	60,000.00	23,341.22	61.1
51-340-4406 WHARFAGE FEES	.00	(78,240.58)	10,000.00	88,240.58	(782.4)
51-340-4407 VESSEL TOW FEES	.00	.00	3,000.00	3,000.00	.0
51-340-4408 USED OIL COLLECTION FEE	.00	865.11	1,200.00	334.89	72.1
51-340-4409 WAITING LIST FEES	.00	550.00	17,000.00	16,450.00	3.2
51-340-4410 PUMP OUT FEES	.00	70.00	1,000.00	930.00	7.0
51-340-4411 LAUNCH FEES	.00	69,570.50	115,000.00	45,429.50	60.5
51-340-4412 SHOWERS	.00	1,666.00	750.00	(916.00)	222.1
51-340-4413 GRID	.00	750.20	1,000.00	249.80	75.0
51-340-4414 VESSEL MAINTENANCE	.00	15,045.00	500.00	(14,545.00)	3009.0
51-340-4415 DRY STORAGE FEES	.00	5,331.60	3,000.00	(2,331.60)	177.7
51-340-4416 PARKING - ANNUAL	.00	49,485.00	50,000.00	515.00	99.0
51-340-4426 PARKING DAILY	.00	48,085.00	100,000.00	51,915.00	48.1
51-340-4445 MISC. SERVICES	.00	8,985.43	1,000.00	(7,985.43)	898.5
TOTAL CHARGES FOR SERVICES	420.00	899,890.27	1,313,450.00	413,559.73	68.5
<u>DELONG DOCK CHARGES FOR SERVICE</u>					
51-341-4251 USER FEES & PERMITS	.00	12,000.00	.00	(12,000.00)	.0
51-341-4402 MOORAGE - TRANSIENT	.00	20,571.91	12,000.00	(8,571.91)	171.4
51-341-4404 UTILITY FEES	.00	1,000.00	30,000.00	29,000.00	3.3
51-341-4406 WHARFAGE FEES - INCL HOIST	.00	215,469.04	450,000.00	234,530.96	47.9
51-341-4408 USED OIL COLLECTION FEE	.00	.00	500.00	500.00	.0
51-341-4416 PARKING - ANNUAL	.00	.00	650.00	650.00	.0
TOTAL DELONG DOCK CHARGES FOR SERVICE	.00	249,040.95	493,150.00	244,109.05	50.5
<u>LEASES INCOME</u>					
51-345-4512 LEASE - ARRC NET OF RR SHARE	9,229.62	83,066.58	100,000.00	16,933.42	83.1
TOTAL LEASES INCOME	9,229.62	83,066.58	100,000.00	16,933.42	83.1
<u>OTHER REVENUE</u>					
51-360-4417 FUEL FLOAT INCOME	.00	2,109.95	35,000.00	32,890.05	6.0
51-360-4430 CAMPING	.00	9,104.00	11,000.00	1,896.00	82.8
51-360-4900 INTEREST & LATE FEES ON A/R	.00	79.85	.00	(79.85)	.0
51-360-4901 INTEREST ON BANK ACCO	.00	13,442.27	.00	(13,442.27)	.0
TOTAL OTHER REVENUE	.00	24,736.07	46,000.00	21,263.93	53.8

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS AND OTHER</u>					
51-390-4991 TRANSFER FROM CVPT FUND	.00	30,750.00	(75,000.00)	(105,750.00)	41.0
TOTAL TRANSFERS AND OTHER	.00	30,750.00	(75,000.00)	(105,750.00)	41.0
 TOTAL FUND REVENUE	 9,649.62	 1,287,483.87	 1,877,600.00	 590,116.13	 68.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
HARBOR OPERATIONS EXP					
51-800-6000 SALARIES & WAGES	28,057.32	276,746.82	300,000.00	21,253.18	92.9
51-800-6030 FICA TAXES	839.57	7,416.82	10,000.00	2,583.18	74.2
51-800-6040 WORKER'S COMP.	3,966.80	3,966.80	9,000.00	5,033.20	44.1
51-800-6050 ESC TAXES	199.33	2,362.78	7,500.00	5,137.22	31.5
51-800-6060 HEALTH & LIFE INSURANCE	6,525.41	42,092.91	60,000.00	17,907.09	70.2
51-800-6070 PERS RETIREMENT	3,155.27	38,126.29	60,000.00	21,873.71	63.5
51-800-6205 ADVERTISING	.00	.00	1,500.00	1,500.00	.0
51-800-6215 COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-800-6220 BANK SERVICE CHARGES	.00	19,159.56	20,000.00	840.44	95.8
51-800-6265 BOND INTEREST EXPENSE	.00	91,625.00	90,000.00	(1,625.00)	101.8
51-800-6280 DUES & SUBSCRIPTIONS	.00	150.00	500.00	350.00	30.0
51-800-6410 INSURANCE - LIABILITY	(63.29)	26,875.33	10,000.00	(16,875.33)	268.8
51-800-6420 INSURANCE - AUTO	.00	1,221.49	2,500.00	1,278.51	48.9
51-800-6430 INSURANCE EQUIPMENT	.00	1,006.34	500.00	(506.34)	201.3
51-800-6440 INSURANCE - PROPERTY	.00	69,853.12	20,000.00	(49,853.12)	349.3
51-800-6490 INSURANCE CLAIMS-DEDU	.00	.00	5,000.00	5,000.00	.0
51-800-6540 ENTERPRISE-LICENSES & PERMITS	10.00	10.00	250.00	240.00	4.0
51-800-6565 OUTSIDE CONTRACTORS	10,795.00	27,085.75	25,000.00	(2,085.75)	108.3
51-800-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
51-800-6580 POSTAGE	.00	.00	2,500.00	2,500.00	.0
51-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	1,514.92	5,000.00	3,485.08	30.3
51-800-6636 PROF FEES - WEB SITE	.00	.00	2,500.00	2,500.00	.0
51-800-6650 PROF. FEES - LEGAL	279.50	279.50	5,000.00	4,720.50	5.6
51-800-6700 PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730 EQUIPMENT RENTAL	.00	.00	100.00	100.00	.0
51-800-6740 SMALL TOOLS	352.92	1,156.02	1,500.00	343.98	77.1
51-800-6770 TRAVEL, TRAINING & DEV.	340.25	340.25	2,000.00	1,659.75	17.0
51-800-6780 WASTE DISPOSAL - EVOS	.00	.00	3,000.00	3,000.00	.0
51-800-7100 REPAIRS - BUILDINGS	.00	412.20	2,500.00	2,087.80	16.5
51-800-7350 REPAIRS - EQUIPMENT	198.50	1,104.61	12,000.00	10,895.39	9.2
51-800-7400 REPAIRS - VEHICLES	10.00	1,767.11	7,500.00	5,732.89	23.8
51-800-7500 PARKING LOT MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
51-800-7610 REPAIRS - UTILITIES	.00	.00	1,000.00	1,000.00	.0
51-800-7750 GAS & OIL - VEHICLES	1,076.09	5,528.60	6,000.00	471.40	92.1
51-800-7820 REPAIRS - DOCKS	14,430.20	34,802.86	8,000.00	(26,802.86)	435.0
51-800-8150 SUPPLIES - CONSUMABLE	2,583.17	27,189.67	10,000.00	(17,189.67)	271.9
51-800-8200 SUPPLIES - PARKING	.00	3,141.00	3,000.00	(141.00)	104.7
51-800-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	1,000.00	1,000.00	.0
51-800-8550 SUPPLIES - OFFICE	1,650.08	5,118.54	7,500.00	2,381.46	68.3
51-800-8750 SUPPLIES - PRINTING	.00	.50	.00	(.50)	.0
51-800-8800 SUPPLIES - RESALE ITEMS	.00	2,638.00	.00	(2,638.00)	.0
51-800-8950 SUPPLIES - UNIFORMS	158.71	158.71	.00	(158.71)	.0
51-800-8970 SUPPLIES - SAFETY	.00	387.09	4,000.00	3,612.91	9.7
51-800-9000 UTILITIES - INTERNET	.00	4,292.12	7,000.00	2,707.88	61.3
51-800-9010 UTILITIES - ELECTRICITY	6,883.64	45,513.42	60,000.00	14,486.58	75.9
51-800-9040 UTILITIES - HEATING FUEL	35.22	2,076.64	4,500.00	2,423.36	46.2
51-800-9050 UTILITIES - SOLID WASTE	78,812.76	118,627.28	100,000.00	(18,627.28)	118.6
51-800-9070 UTILITIES - TELEPHONE	129.58	1,529.97	6,000.00	4,470.03	25.5
51-800-9095 UTILITIES - WATER/WASTEWATER	5,246.08	29,189.59	25,000.00	(4,189.59)	116.8
51-800-9510 SNOW REMOVAL	.00	.00	35,000.00	35,000.00	.0
51-800-9520 CAPITAL OUTLAY - EQUIPMENT	.00	22,624.11	17,000.00	(5,624.11)	133.1
51-800-9530 CAPTIAL OUTLAY-OFFICE EQUIP	.00	.00	2,000.00	2,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-800-9900 TRANSFER OUT TO GF	.00	.00	150,000.00	150,000.00	.0
TOTAL HARBOR OPERATIONS EXP	165,672.11	919,091.72	1,120,200.00	201,108.28	82.1
<u>DEPARTMENT 801</u>					
51-801-6000 SALARES & WAGES	.00	.00	80,000.00	80,000.00	.0
51-801-6030 FICA/MEDICARE	.00	.00	2,500.00	2,500.00	.0
51-801-6040 WORKER'S COMP.	.00	.00	3,000.00	3,000.00	.0
51-801-6050 ESC TAXES	.00	.00	1,000.00	1,000.00	.0
51-801-6060 HEALTH & LIFE INSURANCE	.00	.00	20,000.00	20,000.00	.0
51-801-6070 PERS RETIREMENT	.00	.00	12,000.00	12,000.00	.0
51-801-6410 INSURANCE - LIABILITY	.00	2,874.76	2,000.00	(874.76)	143.7
51-801-6440 INSURANCE - PROPERTY	.00	.00	1,000.00	1,000.00	.0
51-801-6565 OUTSIDE CONTRACTORS	.00	26,307.00	30,000.00	3,693.00	87.7
51-801-6650 LEGAL SERVICES	7,753.00	14,175.00	.00	(14,175.00)	.0
51-801-6730 EQUIPMENT RENTAL	.00	.00	2,500.00	2,500.00	.0
51-801-6740 SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
51-801-6780 WASTE DISPOSAL - EVOS	.00	.00	3,000.00	3,000.00	.0
51-801-7750 GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
51-801-7820 REPAIRS - DOCKS	575.00	575.00	.00	(575.00)	.0
51-801-8150 SUPPLIES - CONSUMABLE	.00	784.90	5,000.00	4,215.10	15.7
51-801-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	1,500.00	1,500.00	.0
51-801-8950 SUPPLIES - UNIFORMS	.00	.00	400.00	400.00	.0
51-801-8970 SUPPLIES - SAFETY	.00	.00	500.00	500.00	.0
51-801-9010 UTILITIES - ELECTRICITY	.00	.00	3,000.00	3,000.00	.0
51-801-9050 UTILITIES - SOLID WASTE	.00	.00	1,500.00	1,500.00	.0
51-801-9095 UTILITIES - WATER/WASTEWATER	.00	.00	30,000.00	30,000.00	.0
51-801-9213 HARBOR EMERGENCY REPAIR	7,427.63	123,148.26	10,000.00	(113,148.26)	1231.5
TOTAL DEPARTMENT 801	15,755.63	167,864.92	212,400.00	44,535.08	79.0
<u>CAPITAL OUTLAY - FROM RESERVE</u>					
51-900-9504 CAPITOL IMPROVEMENT	6,216.00	6,216.00	.00	(6,216.00)	.0
51-900-9540 CAP EXP EMERGENCY REPAIRS	67,076.34	67,076.34	.00	(67,076.34)	.0
51-900-9575 BOND PRINCIPAL REDUCTION	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL OUTLAY - FROM RESERVE	73,292.34	73,292.34	60,000.00	(13,292.34)	122.2
TOTAL FUND EXPENDITURES	254,720.08	1,180,248.98	1,392,600.00	232,351.02	83.3
NET REVENUE OVER EXPENDITURES	(245,070.46)	127,234.89	485,000.00	357,765.11	26.2

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

		PARKING				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
PARKING FUND EXPENDITURES						
52-800-9095	UTILITIES - WATER/WASTEWATER	1,070.76	4,854.46	.00	(4,854.46)	.0
	TOTAL PARKING FUND EXPENDITURES	1,070.76	4,854.46	.00	(4,854.46)	.0
	TOTAL FUND EXPENDITURES	1,070.76	4,854.46	.00	(4,854.46)	.0
	NET REVENUE OVER EXPENDITURES	(1,070.76)	(4,854.46)	.00	4,854.46	.0



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**PORT & HARBOR COMMISSION
SPECIAL MEETING
THURSDAY, APRIL 11, 2019
Council Chambers, Public Safety Building
6:00 p.m.**

MINUTES

1. CALL TO ORDER

Greg Clifford called the meeting to order at 6:00

2. RE-ESTABLISHING OF COMMISSION

Naelene Matsumiya swore in the following Commission Members:

Ed Hedges, Seat A

Brad VonWichman, Seat C

Arlen Arneson, Seat F

Naelene Matsumiya called for nominations for the Chair of the Commission

Brad VonWichman nominated Greg Clifford

No other nominations.

Greg Clifford was appointed Chair of the Commission by the Commission

Naelene Matsumiya called for nominations for the Vice-Chair of the Commission

Greg Clifford nominated Ed Hedges

No other nominations.

Ed Hedges was appointed Vice-Chair of the Commission by the Commission.

3. ROLL CALL

Greg Clifford, Ed Hedges, Dave Goldstein, Brad VonWichman, Arnie Arneson, and Mark Mitchell.

MOTION: Ed Hedges made a motion to excuse Ron Graham from tonight's meeting.

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

4. ADMINISTRATION PRESENT

Kyle Sinclair, Harbormaster

Naelene Matsumiya, City Clerk

PUBLIC PRESENT

Katie Velasco

5. APPROVAL OF SPECIAL MEETING AGENDA

MOTION: Arnie Arneson made a motion to approve the April 11, 2019 Special Meeting Agenda

SECOND: Mark Mitchell

DISCUSSION: None

VOTE: Motion passed unanimously

6. APPROVAL OF MINUTES

MOTION: Dave Goldstein made a motion to approve the Special Meeting Minutes of March 28, 2019.

SECOND: Ed Hedges

DISCUSSION: None

VOTE: Motion passed unanimously

7. RESOLUTIONS

A. Res. #01-2019 – A resolution of the Port and Harbor Commission of Whittier, Alaska, recommending to the Whittier City Council to allow the Port and Harbor Commission to hold monthly meetings occurring on Fridays at 7:00 pm* of every month and to hold Special Meetings at the discretion of the Chair and by a majority party.

MOTION: Arnie Arneson made a motion to adopt Res. #01-2019

SECOND: Dave Goldstein

DISCUSSION: The Commission discussed the options for meeting dates at length. Various Commission members offered times and days for the new meeting dates and weighed the pros and cons. Commission settled for Fridays of every month at 7:00 pm.

VOTE: Passed unanimously *Clerk's note: "Fridays at 7:00 pm" was added after adoption*

8. UNFINISHED BUSINESS

A. Policies and Procedures

Greg Recommended that Kyle present it to the Council. Will remain on the agenda.

B. Head of the Bay Project

Dave asked Kyle of the status. Kyle responded that progress has been stalled. Item will remain on the agenda.

C. Safeboat Policy and Procedure

Item was discussed briefly. Will remain on the agenda.

9. NEW BUSINESS

A. Delong Dock Update

Kyle spoke about the incident of the barge crushing wires. He explained the repairs that are currently being done. Arnie asked about the insurance and if they will pay for the damages. Kyle stated that AML will pay for some of the damages, the rest will come out of the Delong Dock repair budget line item.

10. MISCELLANEOUS BUSINESS

None

11. **COMMISSION COMMENTS**

Items were discussed:

Comprehensive Plan

Winter Opportunities

Railroad involvement in the Harbor

Brad VonWichman exited the meeting at 6:56

11. **CITIZENS COMMENTS**

None

12. **NEXT MEETING AGENDA ITEMS**

None

13. **NEXT MEETING ATTENDANCE PLANS**


Item is undetermined at this point

14. **ADJOURNMENT:**

Meeting was adjourned at 6:56 pm.

ATTEST:


Naclene Matsumiya
City Clerk


Greg Clifford
Commission Chairperson



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**PORT & HARBOR COMMISSION
REGULAR MEETING
FRIDAY, SEPTEMBER 6, 2019
Council Chambers, Public Safety Building
7:00 p.m.**

MINUTES

1. CALL TO ORDER

Vice Chair Ed Hedges called the meeting to order at 7:00 P.M

2. OPENING CEREMONY PLEDGE OF ALLEGIANCE LEAD BY VICE CHAIR

Ed Hedges

3. SWEAR IN CEREMONY FOR COMMISSION

Steven Bender

4. ROLL CALL

Ed Hedges, Dave Goldstein, Arnie Arneson, Mark Mitchell (telephonic) and Steven Bender (telephonic)

MOTION: Dave Goldstein made a motion to excuse Greg Clifford and Brad VonWichman from tonight's meeting.

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

ADMINISTRATION PRESENT

Joe DaCruz, Interim Harbormaster

~~Naelene~~ Matsumiya, City Clerk

Kristin Enchinger, Finance Director

Amy Pantaleon, Office Assistant

PUBLIC PRESENT

Dave Dickason

Charlene Arneson

Pat Reeves

5. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Dave Goldstein made a motion to approve the September 6, 2019 Regular Meeting Agenda

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

6. APPROVAL OF MINUTES

MOTION: Dave Goldstein made a motion to postpone the Special Meeting Minutes of April 11, 2019 until the next Regular Meeting.

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

7. HARBORMASTER AND CHAIRPERSON REPORT

Joe gave an update on the harbor, safeboat, and the repairs made to the Delong Dock.

8. UNFINISHED BUSINESS

A. Policy and Procedures

The Commission reported to Joe that updates were to be relayed by the former Harbormaster to the Commission. Commission asked Joe if he had an update. Joe responded that didn't.

B. Head of the Bay Project

Joe stated that funding is available. Currently waiting for next steps for the Army Corps project.\

C. Safeboat Policy and Procedure

The Commission spoke briefly about the topic. Discussion included an updated draft and authority of the safeboat.

9. NEW BUSINESS

A. Interim Harbormaster

Joe introduced himself and answered questions from the Commission. Addressed concerns that Commission had regarding what transpired so far during the season.

B. Delong Dock Update

Joe reported that all fire damage has been repaired on the Delong Dock. Commission inquired about missing person. Joey responded.

C. Discussion: FY 2020 Budget

Commission asked questions about the budget and planned for further discussion during October regular meeting.

D. Discussion: Fee Schedule

Commission agreed to leave item on agenda for Budget discussion.

E. Safeboat Update

Item was discussed previously under Unfinished Business (C. Safeboat Policy and Procedure)

F. Summer Season Review

Joe and the Commission discussed the season. Commission asked Joe about the garbage situation. Trash was discussed at length. Possible solutions included putting out an RFP for services and having City Council keep an eye on the issue.

MOTION: Mark Mitchell made a motion to recommend the trash management issue to the City Council.

SECOND: Arnie Arneson

DISCUSSION: None

VOTE: Motion passed unanimously

10. MISCELLANEOUS BUSINESS

None

11. COMMISSION COMMENTS

Commission discussed the following:

- Assistant Harbormaster
- Handicap Parking

12. CITIZENS COMMENTS

Charlene Arneron thanked the Commission and Joe, talked about handicap parking and safeboat.

Dave Goldstein mentioned the Coast Guard Auxiliary


Steven Bender made some comments on his efforts during the Delong Dock incident.

13. ADJOURNMENT:

Meeting was adjourned at 8:15 pm.

ATTEST:


Naeleae Matsumiya
City Clerk


Greg Clifford
Commission Chairperson









Секретариат

Секретариат, входящий в состав администрации, выполняет следующие функции:

1. Прием и регистрация входящих документов.

2. Подготовка проектов документов.

3. Контроль за исполнением документов.

4. Подготовка отчетов.

5. Ведение делопроизводства.

6. Организация работы по связям с общественностью.

7. Организация работы по связям с органами государственной власти.

8. Организация работы по связям с органами местного самоуправления.

9. Организация работы по связям с органами исполнительной власти.

10. Организация работы по связям с органами законодательной власти.

11. Организация работы по связям с органами судебной власти.

12. Организация работы по связям с органами правоохранительной власти.

13. Организация работы по связям с органами военной власти.

14. Организация работы по связям с органами дипломатической власти.

15. Организация работы по связям с органами международной власти.

16. Организация работы по связям с органами экономической власти.

17. Организация работы по связям с органами социальной власти.

18. Организация работы по связям с органами культурной власти.

19. Организация работы по связям с органами образовательной власти.

20. Организация работы по связям с органами научной власти.

21. Организация работы по связям с органами спортивной власти.

22. Организация работы по связям с органами физической культуры и спорта.

23. Организация работы по связям с органами здравоохранения.

24. Организация работы по связям с органами культуры, искусства и массового спорта.

25. Организация работы по связям с органами образования, науки, культуры, искусства и массового спорта.

26. Организация работы по связям с органами здравоохранения, культуры, искусства и массового спорта.

27. Организация работы по связям с органами образования, науки, культуры, искусства и массового спорта.

28. Организация работы по связям с органами здравоохранения, культуры, искусства и массового спорта.

29. Организация работы по связям с органами образования, науки, культуры, искусства и массового спорта.

30. Организация работы по связям с органами здравоохранения, культуры, искусства и массового спорта.

Возраст	Процент
0-19	1.5%
20-49	41%
50+	43%




[illegible]

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10 hour in Whittier 14 hours on-call	EMS Coordinator	EMS Coordinator	EMS Coordinator	EMS Coordinator			
0800-2000	Driver				EMT2		Driver
2000-0800		EMT2, EMT1	Driver	Driver, EMT1	EMT1	Driver, EMT2	Driver
Every other 2000-0800				EMT2	EMT2		
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10 hour in Whittier 14 hours on-call	EMS Coordinator	EMS Coordinator	EMS Coordinator	EMS Coordinator	Part Time BLS	Part Time BLS	Part Time BLS
0800-2000	Driver				EMT2		Driver
2000-0800		EMT2, EMT1	Driver	Driver, EMT1	EMT1	Driver, EMT2	Driver
Every other 2000-0800				EMT2	EMT2		

[illegible][illegible][illegible]

RESOLUTION #29-2019(A)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA,
APPROVING THE APPROPRIATION OF AN AMOUNT NOT TO EXCEED
\$100,000.00 FROM THE GENERAL FUND FOR THE PURPOSE OF CONTRACTING
WITH AN ENGINEERING FIRM TO CREATE AN APPLICATION FOR MARINE
INFRASTRUCTURE GRANT FUNDING**

WHEREAS, the City of Whittier does not have the staff levels or expertise to create a qualifying Grant Application; and

WHEREAS, the Application may be used to apply for multiple federal and state funding programs; and

WHEREAS, the Application will identify location alternatives, economic opportunities, challenges, cost benefits, partners and stakeholders; and

WHEREAS, the City Manager recommends the City Council approve the appropriation; and

**NOW, THEREFORE BE IT RESOLVED, THAT THE WHITTIER CITY COUNCIL
APPROVES THE APPROPRIATION.**

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 8th day of October, 2019.

Introduced by: Jim Hunt

Introduction Date: October 8, 2019

ATTEST:

Naelene Matsumiya
CITY CLERK

MAYOR

Ayes:
Nays:
Absent:
Abstain:

**CITY OF WHITTIER, ALASKA
RESOLUTION 30-2019**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF WHITTIER, ALASKA DIRECTING
THE CITY CLERK TO DESTROY THE BALLOTS, BALLOT NUMBERS, TALLY SHEETS,
CERTIFICATE OF PERSONS VOTING, RETURN ENVELOPES AND NOMINATION
PETITIONS FROM THE OCTOBER 2, 2018 REGULAR MUNICIPAL ELECTION**

WHEREAS, according to 2.06.330 (B), upon expiration of the year, the City Election Official shall destroy ballots and related correspondence after notification of the City Council; and

WHEREAS, according to the State of Alaska Government Model General Administrative Records Retention Schedule #300. 1 Section 8, all such election materials may be destroyed after one month;

NOW THEREFORE, BE IT RESOLVED that a Whittier Municipal Elections and the City Council gives permission to the City Clerk to destroy ballots and related correspondence, as authorized by code;

EFFECTIVE DATE: This resolution shall be effective upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the City Council for the City of Whittier, Alaska on this 15th day of October 2019.

Introduced By: Naelene Matsumiya, City Clerk
Introduction Date: October 15, 2019

ATTEST:

Naelene Matsumiya
City Clerk

Mayor

Ayes:
Abstain:
Nays:
Absent:

**CITY OF WHITTIER, ALASKA
RESOLUTION #31-2019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA,
OF WHITTIER AUTHORIZING THE CITY MANAGER TO ACCEPT AN OFFER FOR
FAIR VALUE COMPENSATION FOR THE CITY'S INTEREST IN THE WHITTIER
MANOR CONDOMINIUM ASSOCIATION LEASE**

WHEREAS, Whittier Manor Condominium Association leases the grounds upon which the Whittier Manor sits from the Alaska Railroad Corporation under ARRC Contract No. 5136, with an expiration date of January 1, 2020; and

WHEREAS, the Alaska Railroad Corporation and the City of Whittier are parties to the Ground Lease and Management Agreement, dated November 13, 1998, whereby the City leases several parcels of land from the Alaska Railroad Corporation; and

WHEREAS, Upon expiration of ARRC Contract No. 5136, the Whittier Manor Condominium Association parcel shall become part of Parcel No. 1 of the Ground Lease and Management Agreement, and the City shall assume the lease for the Whittier Manor Condominium Association grounds; and

WHEREAS, The Whittier Manor Condominium Association wishes to acquire fee ownership of its grounds from the Alaska Railroad Corporation before ARRC Contract No. 5136 expires; and

WHEREAS, the Alaska Legislature passed Senate Bill 95, with an effective date of May 14, 2019, which approved the Alaska Railroad Corporation to transfer the surface estate of the Whittier Manor, approximately 58,730.5 square feet, as more fully described in the text of the bill (a copy of which is attached), for "cash equivalent to the fair market value of the land being conveyed," in accordance with the approval required for ARRC land transfers by AS 42.40.285(1), and ;

WHEREAS, The City must receive fair compensation for its interest in the Whittier Manor Condominium Association lease parcel as part of any transaction whereby the Whittier Manor Condominium Association acquires fee ownership of its grounds; and

WHEREAS, It would be to the benefit of the Whittier Manor Condominium Association and to the City overall for the Whittier Manor Condominium Association to own the grounds upon which the Whittier Manor sits, the City no longer requires the parcel for municipal purposes, and therefore the City wishes to negotiate a sale of its leasehold parcel to the Whittier Manor Condominium Association for fair compensation; and

WHEREAS, under WMC 3.36.150(B), the City is not required to use a public bidding process to dispose of lands for which there is a change in use, and the City has determined that the Whittier Manor leasehold property is no longer used for the initial purpose for which it was acquired; and

WHEREAS, the Whittier Manor Condominium Association has offered the City the sum of \$170,000 for the City's leasehold parcel, and this sum represents the fair market value of the leasehold parcel as calculated by Consulting Economist Stephen G. Colt in his November 8, 2018 report.

THE WHITTIER CITY COUNCIL RESOLVES:

Section 1. The City Manager is hereby authorized and directed to accept the offer presented by the Whittier Manor Condominium Association for compensation for the City of Whittier's interest in the leasehold estate of the Whittier Manor Condominium Association grounds parcel in the amount of \$170,000.

Section 2. The City Manager is further authorized and directed to negotiate and execute any documents required to give effect to the sale of the City of Whittier's interest in the leasehold estate of the Whittier Manor Condominium Association grounds parcel. This resolution is the authorization and final approval by the Whittier City Council required by the applicable provisions of the Whittier Municipal Code Chapter 3.36.

Section 3. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this ____ day of October 15, 2019.

Introduced by: City Manager

MAYOR

ATTEST:

Naelene Matsumiya
CITY CLERK

Ayes:
Nays:
Absent:
Abstain:

**CITY OF WHITTIER, ALASKA
RESOLUTION #14-2019**

**A RESOLUTION OF THE CITY OF WHITTIER AUTHORIZING THE CITY
MANAGER TO ACCEPT THE FAIR COMPENSATION TO TRANSFER THE CITY'S
INTEREST IN THE WHITTIER MANOR CONDOMINIUM ASSOCIATION LEASE TO
THE WHITTIER MANOR CONDO ASSOCIATION**

WHEREAS, Whittier Manor Condominium Association leases the grounds upon which the Whittier Manor sits from the Alaska Railroad Corporation under ARRC Contract No. 5136, with an expiration date of January 1, 2020; and

WHEREAS, the Alaska Railroad Corporation and the City of Whittier are parties to the Ground Lease and Management Agreement, dated November 13, 1998, whereby the City of Whittier leases several parcels of land from the Alaska Railroad Corporation; and

WHEREAS, Upon expiration of ARRC Contract No. 5136, the Whittier Manor Condominium Association parcel shall become part of Parcel No. 1 of the Ground Lease and Management Agreement, and the City of Whittier shall assume the lease for the Whittier Manor Condominium Association grounds; and

WHEREAS, The Whittier Manor Condominium Association wishes to acquire fee ownership of its grounds from the Alaska Railroad Corporation before ARRC Contract No. 5136 expires; and

WHEREAS, Any disposal of Alaska Railroad Corporation lands must be approved by the Alaska Legislature under AS 42.40.285(1), and all parties anticipate the introduction of legislation during the first session of the 31st Legislature to accomplish that approval; and

WHEREAS, The City of Whittier must receive fair compensation for its interest in the Whittier Manor Condominium Association lease parcel as part of any transaction whereby the Whittier Manor Condominium Association acquires fee ownership of its grounds; and

WHEREAS, It would be to the benefit of the Whittier Manor Condominium Association and to the City of Whittier overall for the Whittier Manor Condominium Association to own the grounds upon which the Whittier Manor sits, and therefore the City of Whittier wishes to negotiate a sale of its leasehold parcel to the Whittier Manor Condominium Association.

THE WHITTIER CITY COUNCIL RESOLVES:

Section 1. The City Manager is hereby authorized and directed to evaluate, for fair value, any offer presented by the Whittier Manor Condominium Association for compensation for the City of Whittier's interest in the leasehold estate of the Whittier Manor Condominium Association grounds parcel, and make a recommendation to the City Council.

Section 2. The Property was appraised in 2016 at a fair market value in the sum of \$170,000 with

ownership between the ARRC and the City of Whittier under the City's master lease which supported a division of sales proceeds between ARRC and the City of between 42% to ARRC and 58% to the City.

Section 3. Any offer to sell the City of Whittier's interest in the leasehold estate of the Whittier Manor Condominium Association grounds parcel evaluated in accordance with Section 1 above is subject to authorization and final approval by the Whittier City Council under the applicable provisions of the Whittier Municipal Code Chapter 3.36.

Section 4. This resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Whittier City Council on this 12th day of March, 2019.

Introduced by: City Manager


Daniel Blair
MAYOR

ATTEST:


Naclene Matsumiya
CITY CLERK

Ayes: 4
Nays: 0
Absent: 1
Abstain: 2

WHITTIER PLANNING COMMISSION
DECLARATION OF INTEREST

Name: Ed Hedges Date: 10-1-19

Address: PO B 748

City: Whittier State: AK Zip: 98693

Home Phone: 907-355-1678 Work Phone: 472-8448 Fax: _____

Cell Phone: Same as Home Seat you are interested in filling: _____

Summarize your planning and zoning experiences: I have been
on the PTZ commission for about
10-years

Explain why you are interested in serving on the Planning and Zoning Commission:

Why not I am interested
in serving Whittier grow responsibly

WHITTIER PORTS AND HARBOR COMMISSION
DECLARATION OF INTEREST

Name: MARK Mitchell Date: 9-21-19

Address: 11830 Circle DE

City: ANCHORAGE State: AK Zip: 99507

Home Phone: 907-344-3676 Work Phone: 907-223-3041

Cell Phone: 907-250-3077 Seat you are interested in filling: E

Summarize your boating and Whittier Harbor experiences: _____

Been BOATING out of Whittier
Since 1991 and Appointed
to the Ports & Harbor
Commission SEAT E Since
5-10-2010.

Explain why you are interested in serving on the Port and Harbor Commission: _____

to PARTNER Recommendations
to the City Council in ESTABLISH
Long term STRATEGIES and
CREATE Long term Policies to
Guide the Development, Growth,
and OPERATION OF The City
OF Whittier.

Sincerely,

MARK Mitchell